



## OFFICE OF THE PLANNING DIRECTOR

2 Main Street, PO Box 960  
Amherst, NH 03031  
ctiedemann@amherstnh.gov  
www.amherstnh.gov

Tel. (603) 673-6041 ex. 204 Fax (603) 673-4138

### APPLICATION TO THE AMHERST ZONING BOARD OF ADJUSTMENT

Date: ..... Case No: ..... Lot Number: ..... Fee: ..... Paid: .....  
Owner: ..... Applicant/Agent: .....  
Address: ..... Address: .....  
..... Tel: ..... Tel: .....  
Site Location/Street: ..... Zoning District: .....  
=====

**Application Type:** Variance \_\_\_\_ Special Exception \_\_\_\_

The applicant hereby requests a Variance \_\_\_\_, (or) Special Exception \_\_\_\_ from (or under) the provisions of Article: \_\_\_\_, Section: \_\_\_\_, Paragraph: \_\_\_\_\_. In order that he or she may:  
.....  
.....  
=====

**General Instructions:** A typed application must be filed in the Zoning Office, for review, no less than thirty (30) days prior to Zoning Board of Adjustment meeting, which is held every third Tuesday of each month. Included shall be eleven (11) copies of the application, plans (floor and elevations), and any additional documentation for the application. A plot plan of the lot showing the existing and proposed structures, certified by a Licensed Land Surveyor, is also required. All plans are to be to scale with a graphic scale shown.

There shall be a typed list of abutters and owners, which shall also include any licensed professionals noted on the plans. All listed shall have three (3) sets of 1" x 2.5" typed gummed labels.

**Note:** Applications will not be processed without the fee being paid.

**Fees:** Application: \$ 204. All abutters are: \$ 6.00 / each.

**Fee calculations:** Application Fee: \$ 204 + \$ 6.00 x \_\_\_\_ abut = Total due: \$ \_\_\_\_

**Staff Comments:** \_\_\_\_\_  
=====

I, the undersigned, hereby certify that the names listed as abutters are accurate and correct to the best of my knowledge and belief. I acknowledge that it is my responsibility to check such other sources that are available to insure that any and all persons entitled to notification receive the same, and hereby certify that I have done so.

**Signature of Owner:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Note:** If not signed by owner a letter of authorization to proceed from owner is required. (v.1.1.08)

=====